

# **FINANCE COMMITTEE MEETING**

**LEWISTON, MAINE**

## **MINUTES**

**November 3, 2003**

**PRESENT:** Councilor Lillian O'Brien, Roger Provencher, Ronald Paradis and Councilor Roger Philippon.

**ABSENT:** Robert Stone

**ALSO PRESENT:** Norman Beauparlant, Director of Budget/Purchasing

The meeting was called to order at 5:04 p.m. by the Clerk

On motion of Mr. Philippon, seconded by Ms. O'Brien it was

**VOTED:**

**(148-2003)** To elect Roger Provencher as the Chairman Pro-Tem for this meeting.

**VOTE: 4-0**

On motion of Ms. O'Brien, seconded by Mr. Philippon it was

**VOTED:**

**(149-2003)** To dispense with reading of the minutes of the previous meeting dated October 20, 2003 and to accept and place them on file as submitted by the Clerk.

**VOTE: 4-0**

The Committee considered the circumstances surrounding the award of Bid 2003-57 on a Multi-Purpose Tractor for the Recreation Department. The award was made to Howard P. Fairfield, Skowhegan, Maine, low bidder at a total bid price of \$76,385.

Subsequent to the award, the City was contacted by Northland Holder, Turner, Maine, the other bidder on the unit who had submitted a price of \$80,681. A communication from Mr. Jeff Timberlake of Northland Holder Inc. indicated that their bid was in accordance with the specifications which stated that the air conditioning unit should be a rear window mounted unit, if available. Mr. Timberlake submitted a bid based on those specifications but could have submitted a bid for a roof mounted unit which would have been at a lower cost and which could have made them be low bidder on the multi-purpose tractor.

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Roger Rocque of Howard P. Fairfield indicated that their bid on a roof mounted unit, which was the only one available, has a total cost of \$3,400 and he doubted that Northland Holder could have submitted a lower bid on a roof mounted unit.

The Purchasing Agent indicated that although the specifications indicated a rear mounted unit if available, this did not preclude the bidder from submitting proposals on both a rear mounted and roof mounted unit if they thought that would make their proposals more competitive.

Committee members indicated that the specifications as written were somewhat confusing and preferred to rebid the unit so that all bidders could submit proposals on the same specifications.

On motion of Mr. Paradis, seconded by Mr. Philippon it was

**VOTED:**

**(150-2003)** To rescind Vote #145-2003 on the award of a Multi-Purpose Tractor for the Recreation Department.

**VOTE: 4-0**

On motion of Ms. O'Brien, seconded by Mr. Philippon it was

**VOTED:**

**(151-2003)** To request that the Purchasing Agent solicit new bid proposals on a Multi-Purpose Tractor for the Recreation Department to include specifications on a roof mounted air conditioning unit.

**VOTE: 4-0**

On recommendation of the Purchasing Agent and on motion of Mr. Philippon, seconded by Ms. O'Brien it was

**VOTED:**

**(152-2003)** To ratify the award of Bid 2003-75 on the Demolition of 415 Lisbon Street to Chabot's Construction, Greene, Maine, low bidder at their bid price of \$39,900.

**VOTE: 4-0**

On recommendation of the Purchasing Agent and on motion of Ms. O'Brien, seconded by Mr. Philippon it was

**VOTED:**

**(153-2003)** To award the contract on Task Order #13 on the Clean Water Act Master Plan with Camp Dresser & McKee to include a review of the City's Ordinances as they relate to Storm Water Management at a fee not to exceed \$14,000.

**VOTE: 4-0**

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On recommendation of the Purchasing Agent and on motion of Ms. O'Brien, seconded by Mr. Paradis it was

### **VOTED:**

**(154-2003)** To award the contract on Task Order #7 on the Clean Water Act Master Plan with Camp Dresser & McKee for an alternative analysis of new chemical facilities at a total cost not to exceed \$25,000.

**VOTE: 4-0**

On recommendation of the Purchasing Agent and on motion of Mr. Philippon, seconded by Ms. O'Brien it was

### **VOTED:**

**(155-2003)** To authorize an award of a contract for Task Order #8 for Final Design & Construction Oversight of the two (2) Water Storage Tanks in South Lewiston, with Camp Dresser & McKee in an amount not to exceed \$232,000.

**VOTE: 4-0**

Bid proposals were solicited from six (6) area Cleaning Contractors to provide custodial services at various Municipal buildings. The current contractor, Service Master of Lewiston, was the only firm submitting a proposal on the three (3) year contract. The pricing on the new proposal was approximately 3% higher than the previous year.

On recommendation of the Purchasing Agent and on motion of Ms. O'Brien, seconded by Mr. Paradis it was

### **VOTED:**

**(156-2003)** To award Bid 2003-71 on Custodial Services at various Municipal buildings to Service Master, Lewiston, Maine, only bidder at a total estimated contract price in the first year of \$83,628.

**VOTE: 4-0**

Four (4) proposals were received on a Wheeled Loader for the Public Works Department. The apparent low bidder, Chadwick-BaRoss of Westbrook did not meet specifications on several key items including horse power, brake out force and tipping load. The next lowest bidders, N A Burkitt of Scarborough Maine and Nortrax Equipment of Westbrook Maine both submitted prices of \$65,000 net after trade in. Although both units were acceptable, it was recommended that the award be made to N A Burkitt of Scarborough whose delivery is 30-45 days and has a one (1) year warranty on the equipment compared to Nortrax Equipment delivery of April 2004 with a six (6) month warranty.

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On recommendation of the Purchasing Agent and on motion of Ms. O'Brien, seconded by Mr. Philippon it was

**VOTED:**

**(157-2003)** To award Bid 2003-69 on a Wheeled Loader for the Public Services Department to N A Burkitt, Scarborough, Maine, based on their preferred delivery schedule and warranty at a price of \$65,000.

**VOTE: 4-0**

On recommendation of the Purchasing Agent and on motion of Ms. O'Brien, seconded by Mr. Paradis it was

**VOTED:**

**(158-2003)** To award Bid 2003-62 on a ½ ton 4X4 Pick Up Truck for the Public Works Department to Lee GMC, Auburn, Maine, low bidder meeting specifications at their net bid price of \$15,008.

**VOTE: 4-0**

On recommendation of the Purchasing Agent and on motion of Mr. Philippon, seconded by Mr. Paradis it was

**VOTED:**

**(159-2003)** To award Bid 2003-63 on a ½ ton 4X2 Pick Up Truck for the Public Works Department to Sebago Lake Chevrolet, No. Windham, Maine, low bidder meeting specifications at their net bid price of \$12,575.

**VOTE: 4-0**

On recommendation of the Purchasing Agent and on motion of Ms. O'Brien, seconded by Mr. Philippon it was

**VOTED:**

**(160-2003)** To award Bid 2003-66 on a 4X2 Pick Up Truck with Utility Body for the Public Works Department to Sebago Lake Chevrolet, No. Windham, Maine, low bidder meeting specifications at their net bid price of \$19,645.

**VOTE: 4-0**

**VOTED:** to adjourn at 5:47 p.m.

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Richard T. Metivier  
Clerk  
Finance Committee